



Parks & Recreation Board MEETING NOTES APPROVED

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	05.02.2011 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Denise Berkshire

ATTENDEES

Parks & Recreation Board	Council Liaison
X David Scheirman, Chair	X Bill Butterfield, City Councilor
X David Bonfiglio, Vice Chair	
X Brian Stecher	City Staff
Thad Overturf	X Kristen Switzer, Community Services Director
X Frank Funk	X Denise Berkshire, Event & Volunteer Coordinator
X Marney Jett	
X Lynn Snyder	
X Mary Reid	
X Lu Vanderburg	

MEETING NOTES

- 1. Call to Order/Roll Call (Scheirman)**
 - The meeting was officially called to order at 7:01pm.
- 2. Introduction of New Board Member (Scheirman)**
 - Scheirman introduced new board member Luther Vanderburg. Lu has lived in Sherwood for 13 years, and is looking forward to being an active member of the PRB.
- 3. Adjustments to the Agenda (Scheirman)**
 - Skate Park Update was added to the “Other” section of the agenda.
- 4. Citizen Comment (Scheirman)**
 - No citizen comments.
- 5. Approval of Minutes (Scheirman)**
 - Mary Reid motioned to approve the April 4, 2011 minutes. David Bonfiglio seconded. All in favor; motion passed.
- 6. Election of Chair/Vice-Chair (Scheirman)**
 - Mary Reid nominated David Scheirman to remain as the PRB Chair, Lynn Snyder seconded.
 - Vice-Chair – Mary Reid nominated David Bonfiglio to remain as the PRB Vice Chair, Brian Stecher seconded.

- Mary moved to close the nominations, Lynn Snyder seconded; all in favor of Chair and Vice Chair nominations; motion passed.

7. Updates & Reports

Restrooms at Stella Olsen Park Update (Switzer)

- Kristen shared images of the Stella Olsen Memorial Park restroom delivery and set up (see record) and explained the process. There have been sewer challenges, and the lines had to be rerouted. The goal is to have the restrooms open by June 1st, or by June 10th at the latest, for the Cruisin' Sherwood Classic & Custom Car Show.
- The covered bike rack is on order. If the bike rack does not arrive by the goal date, a temporary occupancy permit may be obtained.
- In order to save money during this difficult economic time, there will not be a grand opening. The first Music on the Green concert on July 6th would be a great opportunity to recognize the new restroom addition to the park with an announcement, PRB members present, and images of the installation.

Public Works Monthly Report (Switzer)

- There is nothing specific from public works to report at this time. Their biggest challenge has been the condition of the fields due to the rain.

Recreation Monthly Report (Switzer)

Active Rec happenings during the month of April 2011

- Youth lacrosse played forty games at Snyder Park and the high school turf field during April.
- Spring soccer played five games at Snyder Park during the month.
- Youth softball was lucky enough (weather wise) to get in a Jamboree for the Rec teams on April 23rd an all-day event that had 18 to 20 teams playing at the high school.
- Youth softballs were able to get in 10 Recreation league games.
- Youth softball also held their first tournament of the year April 30th May 1st hosting 12 teams from around the greater Portland area.
- Youth baseball was able to hold about 15 practice games during the month normally would have had double that but the weather has not helped.
- There was a youth Track Meet held on April 16th co-hosted by the high school track team and the youth track club. This brought in 250 kids and their parents for the day.

Field House Monthly Report April 2011

<u>April-11</u>	<u>Apr-11</u>		<u>YTD</u>	
		Est.		Est.
<u>Usage</u>		People		People
	<u>Count</u>	<u>Served</u>	<u>Count</u>	<u>Served</u>
Leagues	3	330	31	5294
Rentals	50	1300	685	20168
Other (Classes)			4	58
[1] Day Use	10	119	84	912

Total Usage

1749

26432

FY 10-11

<u>Income</u>	<u>Apr-11</u>	<u>YTD</u>
Rentals	\$2,975.00	\$46,929.00
League fees (indoor)	\$7,999.00	\$63,239.00
Card fees (indoor)	\$80.00	\$3,162.00
Day Use	\$208.00	\$1,745.00
Merchandise		
Snacks	\$495.50	\$5,333.00
Classes		\$2,336.25
Total Income	\$11,757.50	\$122,744.25

FY 09-10

<u>Income</u>	<u>Apr-10</u>	<u>YTD</u>
Rentals	\$1,428.75	\$35,179.25
League fees (indoor)	\$2,670.00	\$72,784.00
Card fees (indoor)	\$100.00	\$5,059.07
Day Use	\$286.00	\$1,227.00
Merchandise		
Snacks	\$397.75	\$4,126.00
Classes	\$420.00	\$1,320.00
Total Income	\$5,302.50	\$119,695.32

Tonquin Trail Update (Stecher)

- Nothing to report at this time.

Cultural Arts/Community Center Steering Committee Update (Stecher)

- PARC will present the draft Business Plan and Feasibility Study for the Cultural Arts Community Center on Wednesday, April 4th at 5:15 pm during the joint work session with the URA Board and SURPAC before the budget meeting.
- Once the Business Plan and Feasibility Study are complete it will be posted on the City of Sherwood's website.
- Councilor Butterfield encouraged the PRB to either attend the meeting, or review the business plan to help share information throughout the community.

8. Review Woodhaven Park Planning Documents from 2006 Master Plan (Scheirman)

- The PRB identified the need to finalize desired amenities for Woodhaven Park. After the desired amenities are identified, the next steps include design documents and working through the planning process (including identifying required permits). This would provide a "shovel ready" project if funding becomes available. The board discussed obtaining a cost

estimate for design and the requirements for going out to bid. Having a plan with phases would allow amenities overtime when funding as funding comes available.

- Councilor Butterfield has been approached by several community members who are interested in making Woodhaven Park into a dog park.
- The PRB discussed Woodhaven Park amenities in relation to topography, location, expense, and funding. These items included:
 - Restrooms are a large expense and would require parking. The board would like to see Woodhaven Park remain a neighborhood park and therefore decided against additional parking.
 - Trails throughout the park
 - A track going around the park to offer parents a place for exercise while keeping in close proximity to their children playing
 - Expanding the play structure or add another play structure for older kids
 - Optional uses for the lower wetland area; bridge through the wetlands for a loop trail, challenges working in a wetland, and dog park options

Woodhaven Park Amenity List - Revised:

- Trail connections/nature trail through wetlands/loop trail through park
- Off leash dog area
- Open turf
- Picnic areas (small covered area with tables)
- Natural Vegetation
- Buffers

Items added:

- small basketball court for older kids (i.e. ½ court)
- butterfly/community gardens

Items removed:

- tennis courts, volleyball court, parking, restrooms, water features and the Skate Board Park

- The PRB discussed challenges with Woodhaven Park as a dog park. They feel is not best suited as a dog park due to its size, maintenance, and runoff into the wetland. The land behind the theater is an option to consider for a dog park.
- The PRB discussed the need to have input from community members regarding a dog park.
- Dog parks will be added to a future meeting agenda to allow for citizen comment and to hear from the Planning Department regarding the Adams Ave Project.
- The Parks Master Plan does not include dog parks, but the board recognizes there is community interest. After hearing from the community and the Planning Department, the board will consider options for a dog park in Sherwood and will recommend a dog park location to City Council.
- *Mary Reid motioned to add a dog park to the PRB Project Priority List. This list is based on the Parks Master Plan and revolving community needs. Lynn Snyder seconded. All in favor; motion passed.*
- The PRB will review the PRB Project Priority List at the next meeting.

9. Council update (Butterfield)

- Councilor Butter field reminded the PRB that options, opportunities and timing are key for project success and to be prepared for change.

10. Other

Skate Park Update

- On April 5th City Council decided not to have the Community Service Department apply for the Oregon Parks and Recreation District Grant for the Skate Park due to the required 40% match (~80K), long term maintenance, and lack of community momentum. Also, given the fact that three City employees were laid off this did not seem an appropriate time.
- The City of Sherwood will join Intertwine, which is a coalition of Parks Departments, businesses, and non-profit organizations who work together to connect nature places throughout communities.

11. Next Meeting/Adjourn

- **Adjourned at 8.00.**

Next Meeting Date: The next meeting will be held on Monday, June 6, 2011, 7:00 pm at City Hall.